

## ELECTIVE OFFICERS

### GOVERNOR Pete Wilson

Office: State Capitol, 1<sup>st</sup> Floor, Sacramento 95814  
Telephone: (916)445-2841

The Governor is chief executive of California State government. Responsible for planning, organizing and directing most state departments and agencies within the Executive Branch. Responsible for developing executive policy and programs. Serves as Commander-in-Chief of California disaster and for mobilizing and directing state resources during emergency situations.

Appoints most department heads and members of boards and commissions.

Presents annual messages and state budget to Legislature and may propose legislation. Approves or vetoes legislative enactments.

Has power to exercise executive clemency in criminal matters through the granting of pardons, reprieves and commutations of sentence. Approves or denies extradition in criminal cases involving interstate renditions of prisoners.

### LIEUTENANT GOVERNOR Gray Davis

Office: State Capitol, Room 1114, Sacramento 95814  
Telephone: (916)445-8994

The Lieutenant Governor is Chair of the California Commission for Economic Development and serves as a Regent of the University of California and a Trustee of the California State University. In addition, he is one of three members of the State Lands Commission and is a member of the State Job Training Coordinating Council and the California World Trade Commission.

Under California's Constitution, the Lieutenant Governor serves as Acting Governor whenever the Governor is absent from the State. In case of the Governor's impeachment, death, resignation, removal from office or inability to discharge the duties of Governor, the Lieutenant Governor assumes the office of Chief Executive for the remainder of the term, or until the disability shall cease.

### SECRETARY OF STATE Bill Jones

Office: 1500 11<sup>th</sup> Street, 6<sup>th</sup> Floor, Sacramento 95814  
Telephone: (916)653-6814

State Archives: 1020 O Street, Sacramento 95814  
Telephone: (916)653-7715

The Secretary of State is responsible for the interpretation and uniform enforcement of election laws as the state's Chief Elections Officer. Supervises proper conduct of Elections, Ballot Card and Paper sales. Canvass of vote, reports of registration, state ballot pamphlet, certified lists of candidates.

Collects, catalogs, indexes and preserves historic and otherwise valuable artifacts in the California State Archives.

Commissions and regulates Notaries Public.

Registers Legislative Advocates (Lobbyists) and their employers. Files Campaign Statements for candidates and committees supporting or opposing candidates and ballot measures.

Attests records official acts of legislative and executive branches of state government; files the following documents: Corporation Documents (articles of incorporation, certificates of merger and/or consolidation, designation of agent for service of process); Financing Statements; notices of federal tax liens; statements of foreign lending institutions; applications for registration of trademarks and assignment of trademarks; claims to names and/or insignia of Fraternal or Unincorporated nonprofit associations; claims to laundry marks, manuscripts; court orders pertaining to individual name changes; Limited Partnership documents, administrative rules and regulations adopted by state agencies, oaths of office for non-civil service officers and employees; original copies of laws enacted by State Legislature; deeds to state lands, descriptions of seals used by different state offices and facsimile signatures.

Custodian of the Great Seal and original State Constitution.

Compiles and publishes Roster of Federal, State, County and City Officials.

### ATTORNEY GENERAL Daniel E. Lungren

### DEPARTMENT OF JUSTICE

Office: 1300 I Street, Sacramento 94814  
Telephone: (916)445-9555

The Department of Justice, through the Office of the Attorney General, interprets and enforces laws and represents the state in civil and criminal proceedings.

### STATE CONTROLLER Kathleen Connell

Office: 300 Capitol Mall, Suite 1850, Sacramento 95814  
Telephone: (916)445-3028

The State Controller is Chief Fiscal Officer. Financial reports of state operations; control accounts, funds, revenues, appropriations, categories, expenditures; state bonds, investment boards, pooled money investment program; subventions and apportionments to local governments; in-lieu tax apportionments unclaimed and abandoned property; agency bank accounts.

Claims against state; audit disbursements, claims subventions and aid to local government; Extradition, state agents' claims, Accounting System for Municipal and Justice Courts.

Disbursements; State Controller Warrants, issued, paid, lost, stolen, forged, destroyed, outstanding; Duplicate Warrants, affidavit for issuance, State Payroll System; payroll deductions, retirement, charitable, insurance, employee, dues, federal income tax withheld, personnel records and management information; US Savings Bond Program.

Inheritance and gift taxes, releases, consents to transfer; gas tax refunds- and accounts - non-highway use; Collection of Gas Tax, Insurance Companies Tax, and Petroleum and Gas Production Assessments; Corporation Revivor, suspended, forfeited. Local government accounting and budgeting standards; reports of financial transactions of cities, counties, school districts, special districts, assessed valuations, bonded debt, receipts and expenditures, Highway Accounts and reports, city street departments, county road departments; Tax deeded lands; senior citizen tax deferment; Public Pension Reporting.

## EXECUTIVE BRANCH

### STATE TREASURER

**Matt Fong**

Office: 915 Capitol Mall, Room 110, Sacramento 95814  
Telephone: (916)653-2894

The State Treasurer's Office is the official banking agency for the State of California. This office is responsible to California taxpayers for the management of the state's \$28 billion investment portfolio, which is characterized by daily investment activities of \$700 million. This office is the fifth largest revenue-producing agency in California State government. The office administers the State's Pooled Money Investment and Local Agency Investment Programs with a portfolio value of approximately \$28 billion; provides the trust services for \$1 billion of state-owned securities in the state vault and annually is accountable for bank deposits amounting to over \$429 billion; administers the sale of state bonds and note averaging over \$7.0 billion annually and services outstanding bonds in excess of \$20 billion; administers the clearing and accounting services of an average of 500,000 checks and warrants each day.

### INSURANCE COMMISSIONER

**Chuck Quackenbush**

#### DEPARTMENT OF INSURANCE

Office: 300 Capitol Mall, Suite 1500, Sacramento 95814  
Telephone: (916)492-3500

The Department of Insurance regulates the state's insurance industry and examines complaints about the insurance business. It examines the financial condition of insurance companies and licenses companies that meet the necessary qualifications. It licenses those involved in insurance work, such as agents and bail bond agents. It approves minimum rates for workers' compensation insurance. Insurers subject to Proposition 103, principally property and casualty insurers, must apply to the Department for approval of rates. Other insurance rates are set by competition but are monitored by the Department. The Department publishes the annual financial statements of insurance companies doing business in California.

### STATE SUPERINTENDENT OF PUBLIC INSTRUCTION

**Delaine Eastin**

#### DEPARTMENT OF EDUCATION

Office: 721 Capitol Mall, Room 524, Sacramento 95814  
Telephone: (916)657-2451

The Department of Education implements educational directives contained in the legislation and the educational policies and regulations adopted by the State Board of Education, and provides educational guidance and leadership for California's public schools. These responsibilities include supervising attendance accounting, apportioning state funds to school districts, ensuring that required subjects are taught, and administering federal programs for school districts.

### STATE BOARD OF EQUALIZATION

Office: 450 N Street, Sacramento 95814  
Telephone: (916)445-6464

The Board of Equalization administers the Sales and Use Tax Law and adopts regulations interpreting that law. It also acts as the appellate body of appeals of business tax assessments, final Franchise Tax Board actions, and utility assessments. The Board issues guidelines for certain other state taxes in the form of rules and regulations, sets the property values of utilities for tax purposes; set the tax rate under various tax laws and guides, and evaluates the assessment practices of the state's 58 county assessors.

#### Johan Klehs, District 1

Office: 22320 Foothill Boulevard, Suite 300, Hayward 94541  
Telephone: (510)247-2125

#### Dean Andal, District 2

Office: 7540 Shoreline Drive, Suite D, Stockton 95219  
Telephone: (209)473-6579

#### Ernest Dronenburg, Jr., District 3

Office: 110 West C Street, Suite 1709, San Diego 92101  
Telephone: (619)645-2645

#### John Chiang, District 4

Office: 15350 Sherman Way, Van Nuys 91406  
Telephone: (818)901-5733

#### Kathleen Connell, Ex-Officio

Office: 300 Capitol Mall, 18<sup>th</sup> Floor, Sacramento 95814  
Telephone: (916)445-2636